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**STATE OF DELAWARE**  
**COUNCIL ON REAL ESTATE APPRAISERS**

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PUBLIC MEETING MINUTES:	<b>COUNCIL ON REAL ESTATE APPRAISERS</b>
MEETING DATE AND TIME:	<b>Tuesday, March 20, 2018 at 9:30 a.m.</b>
PLACE:	<b>Division of Professional Regulation 861 Silver Lake Blvd., Conference Room A Cannon Bldg., Dover, Delaware 19904</b>
MINUTES FOR APPROVAL:	<b>April 17, 2018</b>

**MEMBERS PRESENT**

Earl Timmons, Professional Member, Vice-Chair  
Lynn Baker, Professional Member  
Georgianna Trietley, Professional Member  
Christopher Schneider, Professional Member  
Kevin Gillis, Banking Member  
Patricia Ennis, Public Member

**MEMBERS ABSENT**

Douglas Nickel, Professional Member, Chair  
Denise Stokes, Public Member  
Mark Rainford, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Jennifer Witte, Administrative Specialist II  
Kevin Maloney, Deputy Attorney General

**OTHERS PRESENT**

There were no others present.

**CALL TO ORDER**

Mr. Timmons called the meeting to order at 9:50 a.m.

**REVIEW OF MINUTES**

A motion was made by Mr. Baker, seconded by Ms. Ennis, to approve the minutes from the January 16, 2018 meeting as presented. The motion was unanimously carried.

## **UNFINISHED BUSINESS**

### **Compliance to Final Order – John Beitzel, #X2-0000365**

As discipline for a final order that was signed by the Council on 10/17/2017, Mr. Beitzel was required to complete 14 hours of acceptable continuing education taken in a traditional classroom setting. Due to course availability, Mr. Beitzel came before the Council in January 2018 and requested an extension to complete the required continuing education. The request was granted.

Mr. Beitzel submitted three certificates of completion for the required courses taken in a traditional classroom setting to comply with the final order. After review, a motion was made by Ms. Trietley, seconded by Mr. Schneider, to accept the submission of Mr. Beitzel and find him compliant with the final order. The motion was unanimously carried.

## **NEW BUSINESS**

### **Review of Continuing Education Activities**

After review, a motion was made by Mr. Baker, seconded by Ms. Trietley, to approve the continuing education activities as follows:

#### **Appraisal Institute**

Online Appraising Automobile Dealerships, 7 hours CE (online)  
2018-2019 Online 15-Hour National USPAP Course, 14 hours CE/QE (online)  
2018-2019 Online 7-Hour National USPAP Course, 7 hours CE (online)  
Evaluating Commercial Leases: The Tenant and Terms Both Matter, 7 hours CE (classroom)

#### **National Association of Independent Fee Appraisers (NAIFA)**

2018-2019 National USPAP Update, 7 hours CE (classroom)

#### **McKissock, LLC.**

Manufactured Home Appraisal, 4 hours CE (online)  
The Appraisal of 2-4 Unit Properties – Live Webinar, 4 hours CE (online)  
Live Webinar: Be Compliant and Competitive with Restricted Appraisal Reports, 3 hours CE (online)

#### **Maryland Association of Appraisers, Inc.**

National USPAP 2016-2017 Update Course, 7 hours CE (classroom)  
What's Going Round Under the Ground? Part II Public Water and Sewer Service, 3 hours CE (classroom)  
What's Going Round Under the Ground? Part I Wells and Septic Systems, 3 hours CE (classroom)  
Comment, Comment, Comment – Effective Commentary for Any Residential Appraisal, 3 hours CE (classroom)  
Basic Math for Real Estate Appraisers, 7 hours CE (classroom)  
Waterfront Around the Bay, 7 hours CE (classroom)  
Residential Appraiser Site Valuation & Cost Approach, 15 hours CE/QE (classroom)

#### **Beach Appraisal Seminars**

Support Your Adjustments!, 7 hours CE (classroom)  
2018-19 7-Hour National USPAP Update Course, 7 hours CE (classroom)  
Residential Cost Approach, 7 hours CE (classroom)

#### **Wor-Wic Community College**

7-Hour National USPAP Update Course, 7 hours CE (classroom)

The Appraisal Foundation

2018-2019 7-hour National USPAP Update Course, 7 hours CE (classroom)

Philadelphia Metro. Chapter of the Appraisal Institute

4th Annual Real Estate Trends, 7 hours CE (classroom)

Bradley Consultants

2016-2017 7-Hour National USPAP Update Course, 7 hours CE (classroom)

OREP Education Network

How to Raise Appraisal Quality and Minimize Risk, 7 hours CE (online)

Identifying and Correcting Appraisal Failures, 7 hours CE (online)

ASFMRA

Poultry Life Cycle Tour, 6 hours CE (classroom)

Appraising Ag Facilities: Poultry Seminar, 8 hours CE (classroom)

Cost Approach Applications, 8 hours CE (classroom)

Property Rights: Why Haven't I Heard This Before, 8 hours CE (classroom)

Valuing Rural America: The Complexities of Data Analysis in a Low Volume, Non-Uniform World, 8 hours CE (classroom)

Delaware Chapter of the Appraisal Institute

New Castle County Real Estate and Valuation Update, 2 hours CE (classroom)

Hondros College of Business

2018-2019 7-Hour National USPAP Course, 7 hours CE (online)

American Society of Appraisers

Allocating Components in Going Concern Appraisals, 27 hours CE (classroom)

Uniform Appraisal Standards for Federal Land Acquisitions (Yellow Book), 23 hours CE (classroom)

CoreLogic Valuation Solutions, Inc. dba The Columbia Institute

2018-2019 7 Hour USPAP Update, no. 831", 7 hours CE (online)

NJ NAIFA/ASA

USPAP 2018-2019 Update, 7 hours CE (classroom)

Income and Expenses, Their Affect on Commercial & Residential Appraisals, 3 hours CE (classroom)

The Art of Depositions & Errors & Omissions & Cybercrime Insurance, 3 hours CE (classroom)

Henderson Professional Development Seminars

National USPAP 2016-2017 Updated Edition (3215), 7 hours CE (classroom)

Residential Report Writing and Case Studies (3098), 15 hours CE (classroom)

FHA Property Analysis (3222), 7 hours CE (classroom)

The motion was unanimously carried.

Ratify Temporary Practice Permit Applications

A motion was made by Mr. Schneider, seconded by Ms. Trietley, to approve the ratification of temporary practice permits for Lane Smutz, Sarah Miller, Brent Dickey, Jeffrey Dugas, Patrick Ard, John DiPietra, Bryan Younge, Bruce Nell, John Doyle, Andrew Baldwin, Clint Bumguardner, Rebecca Arthur (two permits for different assignments), Brian Johnson (two permits for different assignments), Jonathan Richmond and Ed Smith. The motion was unanimously carried.

### Request for Exemption Pursuant to Rule 4.2.3

After review, a motion was made by Ms. Trietley, seconded by Mr. Baker, to grant exemption to Bruce Tigani, Jr. and Mark McDaniel. The motion was unanimously carried.

### Ratify Certified General Real Property Appraiser Applications

A motion was made by Ms. Trietley, seconded by Mr. Gillis, to approve the ratified certified general real property appraiser applications of Fred Pearson and Kenneth Cote. The motion was unanimously carried.

### Ratify Real Estate Appraiser Trainee Applications

A motion was made by Mr. Schneider, seconded by Ms. Trietley, to approve the real estate appraiser trainee applications of David Thomas and Alex Gladden. The motion was unanimously carried.

### Review Certified Residential Real Estate Appraiser Applications

A motion was made by Mr. Timmons, seconded by Mr. Schneider, to approve the certified residential real estate appraiser application of Martin Froehlich. The motion was unanimously carried.

There was an error in the addition of Steven O'Brien to this agenda item.

### Ratify Appraisal Management Company Registration Applications

A motion was made by Ms. Trietley, seconded by Mr. Gillis, to ratify the appraisal management company registration applications of Valuation Connect, LLC. and Appraisal Linx, Inc. The motion was unanimously carried.

### Review Appraisal Management Company Registration Applications

After review, a motion was made by Ms. Trietley, seconded by Ms. Ennis, to approve the appraisal management company registration applications of Appraisal Management Services of America, Inc. The motion was unanimously carried.

## **CORRESPONDENCE**

There was no correspondence.

## **OTHER BUSINESS BEFORE THE COUNCIL**

After a brief discussion regarding the AQB changes to the licensure qualifications, Mr. Maloney will draft revisions of the rules and regulations for the Council to review at the April 17, 2018 meeting. .

## **PUBLIC COMMENT**

There was no public comment.

## **NEXT MEETING**

The next meeting will be April 17, 2018 9:30 a.m. in Conference Room A.

**ADJOURNMENT**

There being no further business, a motion was made by Mr. Baker, seconded by Ms. Gillis, to adjourn the meeting at 10:43 a.m. The motion unanimously carried.

Respectfully submitted,

*Jennifer L. Witte*

Administrative Specialist II